



**TOWN OF WILTON
PLANNING BOARD MEETING
APPROVED MINUTES**

DATE: August 5, 2015
TIME: 7:30 PM
PLACE: Wilton Town Hall Courtroom

PRESENT: Wilton Planning Board Members: Chairman Jeff Kandt, Neil Faiman, Tracey Ewing (Alternate voting for Marcie Kearns), NRPC Representative Camille Pattison, Secretary Sorrell Downing, Board of Selectmen Representative Kermit Williams, Dawn Tuomala (arrived late), Lura Provost, Nate Chamberlain, Bob McKenney, Bart Hunter, James Quinn

WORK SESSION

Chairman Kandt opened the meeting at 7:30 PM.

PB-SD15-0701 – Provost Trust

An application by Provost Trust for a subdivision of five single family homes on 70 acres. Tax Map B-14-1 to B-14-13. The property is situated mostly in Wilton with a portion extending into Lyndeborough along Cram Hill Road. The lots range in size from 11.1 acres to 19.6 acres.

Mr. McKenney represented the applicant. Mr. McKenney provided an updated map showing the five lots. The Wilton Planning Board previously approved this property for a 13 lot subdivision. Due to the property being in two towns, the applicant presented to the Lyndeborough planning board last month and they quickly approved the 5 lot subdivision and are ready to sign mylar. Lyndeborough is not interested in having a joint meeting.

Mr. Kandt stated that the Wilton Planning Board could sign mylars after approval outside of the meeting to facilitate the process.

Ms. Pattison asked about the placement of cisterns on the map. Mr. McKenney stated there are easements in place for the cisterns and would need the fire chief approval to remove the easement. The cisterns were placed on the plan for the previous 13-lot subdivision proposal but are not needed for a 5-lot subdivision. Mr. McKenney to contact the fire chief.

APPROVED 9-2-15

Mr. Williams asked if spec houses would be built? No spec houses will be build. There are two people already interested in the lots and the remaining lots will be marketed.

The current and previously approved driveway cuts will be used. Two lots will have a shared driveway.

Mutual fire departments will service the properties but the access is in Lyndeborough. Mr. McKenney will contact the fire chief to clarify and get letter stating which town will service.

Mr. Faiman asked the ZBA notes on the previously approved plan be carried forward. The previously granted special exceptions are due to expire and are associated with a previous plan.

Mr. Kandt reviewed the previously approved plan for 13 lots, which had a note indicating all well and septic be in the Town of Wilton. The current proposal has Lot #3 with a well in Lyndeborough. This will be moved. Also, Lot #4 has septic overlapping two towns. This will be moved.

Ms. Spittel asked that the shared driveway be marked on the plan and clarified in the legend.

*A MOTION was made by Mr. Faiman and SECONDED by Ms. Spittel to continue the hearing of PB-SD15-0701 Provost to August 19, 2015
Voting: 5 ayes. Motion carried.*

Mr. Chamberlain, Mr. McKenney and Ms. Provost departed.

Later in the meeting, the Planning Board realized the calculation of Impact Fees were not assessed. The impact fee schedule was approved last December 2014. A note will need to be added to the plan addressing the impact fees. The fees would be paid upon issuance of a building permit. Ms. Pattison to communicate this to the applicant.

Jim Quinn

Mr. Quinn has been working to prepare the final grading for the entire pit. Two years ago the Planning Board approved only a section of the pit, now we have information for the entire pit area. The final grades are based upon the monitoring well data that has been collected over the past 11/12 years. The data was presented to Mr. Kandt in the packet. This will be forwarded to Mr. LaBombard. Mr. LaBombard will determine fees and this will be collected from Mr. Quinn for escrow. Mr. Quinn hopes to have Mr. LaBombard review by August 19, 2015.

Since the pit is over the Town's Aquifer that feeds the Town Wells the Water Commissioners were involved in the project. Mr. Quinn and Mr. Tuomala went to the

Water Commissioners in July and received their approval that they will agree with the water table information that their contractor provided to them. From this information Ms. Tuomala can then raise the final grades 10 feet above the water table to be able to establish the final grades for the site.

Mr. LaBombard will review to see if pit is:

- Graded properly to hold the 10 feet or more above the ground water table
- Whether or not all of the grading slopes 2:1 or better
- Other aspects of the original proposed plans to make sure they are also on the final reclamation plan being presented

Mr. Quinn departed.

Minutes 7-1-15

Throughout Minutes Mr. Burns is Mr. Duggan.

Page 1, Line 24: remove The and change details to detailed

Page 1, Line 36-37: remove sentence

A MOTION was made by Ms. Ewing and SECONDED by Ms. Spittel to approve the Minutes from 7-1-15 as amended.

Voting: 5 ayes. Motion carried

Minutes 7-15-15

Throughout Minutes Mr. Burns is Mr. Duggan.

Page 3, Line 9: North East Diesel will drain and dispose of fluids.

Page 3, Line 10: The vehicles will be placed in the fenced in area.

Page 4, Line 34: The Water Commission

Page 4, Line 38: Inspector

A MOTION was made by Mr. Faiman and SECONDED by Mr. Williams to approve the Minutes from 7-1-15 as amended.

Voting: 4 ayes. Ms. Spittel abstained. Motion carried

Board Membership

Ms. Spittel asked that Ms. Downing add Mr. MacMartin to Board membership on agendas and website.

Sanford Survey –

Potential Lot Consolidation of 4 lots on H-56 Badger Farm Road and Isaac Frye Highway

Is this a caveat lot merger or an amended subdivision plan? This question was batted around. Caveat Lot Consolidation is the appropriate mechanism if the applicant can sign that there are no encumbrances or mortgages. The property has a trail easement

currently.

- Ms. Spittel asked what is the motive? To change property to current use status?
- Mr. Williams brought up the topic of Impact fees and when they are charged and how. Mr. Faiman stated the ordinance is clear that the fees are collected for a “new subdivision.” There was some confusion about if Impact Fees are collected when planning board approval is given or when building permit issued. Mr. Williams to discuss with municipal board.
- Mr. Faiman and Mr. Kandt also discussed the language “shall be approved” and “endorsed in writing” which is in RSA 674:39a.

9:03 Ms. Tuomala arrived. Ms. Tuomala will vote for Mr. Fish.

- Ms. Tuomala stated that if lot lines are taken away, it does not take away easements and the easements are an encumbrance.

Ms. Pattison will ask Town Counsel as the board is not sure if the Caveat Lot consolidation applies due to the easements as encumbrances. The board would encourage the applicant to come to the PB and submit a minor subdivision. Need to get feedback from Town Counsel.

EX Annual Renewal Procedure/Forms

The DRAFT Minutes from October 15, 2014 were reviewed for possible approval of the Annual Excavation Inspection Report and this seems to have been overlooked when other adjacent chapters were approved. This will be noticed for the September Work Session for Review/Signatures.

Economic Development Plan

Ms. Pattison circulated an updated color Economic Development Plan for review but due to the late hour, it was decided to review at a later meeting.

NRPC Secretary Fact Sheet

Based on the Secretary Handbook the Wilton Planning Board created in January and February of 2015, NRPC put together a Secretary Fact Sheet to share with other towns. A draft version of this document was circulated.

*A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing to allow NRPC to use the Secretary Fact Sheet based on the Wilton Planning Board Secretary Handbook.
Voting: 6 ayes. Motion carried*

NRPC 2nd Representative

NRPC is asking for a second representative to be nominated to serve at 4 meetings a year for 4 years. This will be discussed further at a later meeting.

Ms. Pattison departed at 9:49 PM.

Letter from AECOM

A letter from AECOM (representing Tennessee Gas Pipeline Company an interstate natural gas transmission company) to the Wilton Planning Board was received. The letter asked for information regarding proposed subdivision or planned commercial buildings for the purpose of their environmental report. NRPC will provide a written response. The Wilton Planning Board will provide a written statement, "The Wilton Planning Board has determined there are no concerns regarding the items identified and respectfully declines to submit any written comment"

Agenda/"To Do" List

There was a discussion about how to keep "To Do" list. One attempt was to keep the list on the Agenda but this was overwhelming to many. Mr. Kandt suggested the use of time box. These ideas will be further explored.

Color Shop/Plowshare Farm

An email was received asking what Plowshare Farm should pay for fees. They have completed a drawing and most of the application.

A MOTION was made by Mr. Faيمان and SECONDED by Ms. Ewing to respond via email to Plowshare Farm stating, "Based on your verbal plans shared at the July 15, 2015 meeting, the Wilton Planning Board does not see the proposal as a change of use and therefore does not need planning board action."

Voting: 6 ayes. Motion carried.

Main Street Wilton

Ms. Spittel has had a few conversations with Mr. Putnam regarding economic development and the lack thereof on Main Street. His concern is that there are so many issues to address and it does not seem to be anyone's job. There are too many things falling through the cracks.

A MOTION was made by Ms. Ewing and SECONDED by Ms. Spittel to adjourn the meeting.

Voting: 6 ayes. Motion carried.

Chairman Kandt declared the meeting adjourned at 10:15 PM.

Respectfully Submitted,
Sorrell Downing
Secretary